



APPROVED JUNE 19, 2008

IGIC Board Meeting Meeting Minutes

April 17, 2008

1 P. M. – 4 P. M.

Indiana Farm Bureau Building,
225 South East Street, Assembly Hall A
Indianapolis, IN 46204

Introductions

Bill Holder, IGIC President, called the meeting to order at 1:05. A quorum was achieved. Attendees introduced themselves (attendee list attached to the minutes).

Approval of Agenda

After initial review of the agenda it was asked that an addition be made under the Orthophotography Workgroup. IGIC received a letter requesting assistance for finding and marking ground control points for the 2008 NAIP Orthophotography Project. The motion to add the request to the agenda was made by Jim Stout, seconded by Larry Stout and the motion passed.

Approval of Minutes

With a short discussion there were no changes to the January Minutes and no further approval was needed. Jim Stout asked for a correction to the February 18th Minutes. Under Election committee, the minutes state that IGIC has a policy that the vice president becomes the president; it should say it is a tradition. A motion to approve the February Minutes with the change was made by John Milburn, Steve Hook seconded and the motion passed.

Committee Reports

Finance Committee

Jill Saligoe-Simmel reported that the Finance Committee is being very proactive in looking at future planning and funding potential. The Finance Committee met with the Executive Committee, identifying that the first step in getting the budget needs would be to review staff policies and procedures as well as the IGIC operations. Jill is currently reviewing and structuring the documentation in order to provide a clear view of what is required of the staff and the operational needs.

Jill has a contract with IGIC to act as the Executive Director and is not going to renew her contract in August. The Executive Directors position has been a two year contract. A determination will need to be made as to how that vacancy will be filled.

The Executive Committee will review and pass information on to the Finance Committee. The goals are:

- Document the coordination of operations and staffing.
- Determine administration and/or staff roles, either through board or other staff.
- Determine responsibilities, policies and procedures.

With this information the Finance Committee will plan future long term funding for the organization and for the IndianaMap.

Conference Committee

The 2009 GIS Conference will be held February 17th and 18th at the Bloomington Convention Center in Bloomington, IN. The Conference Committee hopes to take advantage of Indiana University resources for some hands-on workshops and plan some fun things for social events. The Finance Committee will be evaluating conference fees and membership fees. There was one question about transportation with the suggestion that establishing a conference shuttle between the Indianapolis Metro Area and Bloomington be investigated.

Data Sharing and Data Integration Committee

The Committee is meeting April 18th. The Committee will be looking at and discussing the request letter that has replaced the Data Sharing MOU (Memorandum of Understanding). IGIC has received approval from USGS to hire a lawyer to get a formal opinion to help sort through conflicting information in Indiana code regarding the definition of "electronic map". IGIC would get a better understanding on the interpretation of current state law in order to receive funding for the IndianaMap and try to help local government sustain their GIS data, bring information into the IndianaMap and make it manageable. IGIC will keep people informed as ongoing funding will be needed in order to keep and promote the IndianaMap.

A Joint Data Request Letter will be sent out from the State Geographic Information Office requesting participation and asking counties to set up a web feature service as a convenient way to collect the data. Only basic data is being requested and the plans are to get the letter out in the next two or three weeks. IGIC will be asking stakeholder groups to support the request by contacting local government officials and letting them know that the request letter is information that is needed and will benefit the counties and not be a detriment.

Education Committee

The GIS Forum is September 26th. Jenny Dubeansky is looking into CEU (Continuing Education Units) credits for surveyors and other groups.

Publicity Committee

This Committee is just getting organized. Plans are underway for a postcard to be sent to local officials and GIS groups to familiarize them and to promote the IndianaMap

IGIC Projects

IndianaMap

The website will be changed to read IndianaMap. Jim Sparks reported the Architecture and Blue Print Status Report have been approved. The Indiana Department of Transportation is the funding organization. Currently the agreement takes people to the Indiana Geographic Society website. The website logo will change to IndianaMap, there will be some redesign taking place and IGIC plans on doing some educational training on the transition.

Joint Data Request Letter – **discussion of strategy to encourage participation. This will be covered in the next Data Sharing and Data Integration Committee meeting.

Jim Stout has agreed to chair the Ortho Workgroup. Meetings will be scheduled for the near future. The NAIP Orthophotography Project is underway and participation to locate ground control points is needed. The State has funded their portion and the Indiana Department of Transportation has been looking at what will be required to get these points located. A letter will be going to the counties requesting participation to locate ground control points. They would like to have 4 or five per county and will send the flight plan to the county GIS people. It will be the first time that 4 band imagery will be shot in Indiana.

Extension of CAP Grant: Return on Investment Study – IGIC received an approval for an extension of this grant.

IndianaView Grant: “IndianaMap Stakeholder Support and Outreach” – IGIC has been approved to receive a \$5,000 grant. The grant covers a short time frame. IGIC will be doing data center training for affiliates like the Indiana Business Research Center and Economic Development.

USGS Grant: “Address Integration Project” – A call for participation went out and 15 counties responded. New information from the URISA (Urban and Regional Information Systems Association) and NENA (National Emergency Number Association) will be put together for the kick off meeting.

USGS Grant: “NHD Pilot Project” – The Waters Workgroup is chaired by Mike Martin and a training session was provided for the group. The training focused on resource requirements, the objectives and the work needed to update and maintain information.

Meeting Reports

NSGIC (National States’ Geographic Information Council) – The meeting was in March in Washington D.C. Jill will forward notes to the Board. The big focus was on the efforts to build our imagery for the nation.

URISA – NENA Addressing Conference – IGIC’s Address Integration Project was presented with a lot of positive response. Minneapolis, MN Metro Area plans to share information with IGIC and several contacts were made to connect with the national standards people.

Purdue Road School – Indiana County Surveyors Meeting –IGIC attended their business meeting. There were discussions on the IndianaMap, issues regarding timing and the States restructuring of local government.

Corporate Items

Financial Report – The balance as of April 14th was \$97,000. Last month we had a balance of \$96,000. IGIC had expenses of \$36,000. Salaries were \$4,000, \$30,000 went to Jill for contract work and \$2,000 was miscellaneous conference expenses. IGIC has receivables of approximately \$6,000 – \$4,200 from the conference and \$1,800 in membership dues. A motion to approve the financial report was made by Larry Stout, Andrew Berger seconded the motion and the motion passed.

Speakers Bureau – develop list from IGIC Board (e.g. Economic development)

Conference contract and liability insurance – IGIC will need to provide a liability policy to the Bloomington Convention Center.

News, Announcements, and Board Member Projects

Liaison Reports – The Northeast Indiana User Group had a meeting and was very pleased with the response. The group will be looking for more county participation in the future.

IGIC's next meeting will be held June 19th.

A motion was made to adjourn by Lisa Gehlhausen, it was seconded by Steve Hook and passed.

Meeting Adjourned.

Attendees

	Steve	Adams	Duke Energy
	Charline	Avey	Veolia Water
x	Michael	Baise	Indiana Farm Bureau
x	Andrew	Berger	Association of Indiana Counties
x	Jim	Binkley	Scottsburg Municipal Electric Utility
	Matt	Brase	Indiana Association of Cities and Towns
	Matt	Colley	IUPPS
x	Lisa	Gehlhausen	Indiana 15 Regional Planning Commission
	Irv	Goldblatt	Indiana State Center of Excellence for GIS
x	Andrew	Harrison	The Schneider Corporation
x	Bill	Holder	Kosciusko County
x	Steve	Hook	Noble County
	Kevin	Jordan	Schrader Real Estate & Auction Co
	Jason	Lovell	Lt. Governor's Office
x	Tom	Mahon	IN Society of Professional Land Surveyors
	Deb	Martin	City of South Bend
x	Christina	McCullough	Indiana National Guard
	Kevin	Mickey	The Polis Center at IUPUI
x	John	Milburn	Indiana County Surveyors Association
x	Cele	Morris	Northwest Indiana GIS Forum
	Dave	Nail	US Geological Survey
x	Bruce	Nielsen	US Department of Agriculture - NRCS
x	Jim	Sparks	Governor's Office/State GIO
x	Anna	Radue	Indiana University
	Matt	Riggs	Paul I. Cripe
	Carol	Rogers	Indiana Business Research Center
x	Shaun	Scholer	City of Richmond / Wayne County GIS
x	Larry	Stout	Hamilton County
x	Mike	Sudac	Johnson County
x	Andrew	Swenson	Indianapolis MPO
x	Phil	Worrall	Pinnacle Mapping Technologies
x	Jill	Saligoe-Simmel	Indiana Geographic Information Council
	IGIC		
x	Janet	Tomlin	Indiana Geographic Information Council
	Proxies		
x	Jack	Gardner	for Steve Adams
x	Jim	Stout	for Charline Avey

x	Bruce	Nielson	for David Nail
x	Steve	Hook	for Kevin Jordan
x	Jim	Sparks	for Irv Goldblatt
x	Dave	Coats	for Kevin Mickey
	Guests		
x	Steve	Leatherman	WTH Technology

IGIC Committee Reports

April 18, 2008

Conference Committee

This years attendance at the GIS Conference came very close to being a record year. The Conference Committee has plans under way for next years conference. The Bloomington Convention Center has been selected for next years conference.

Data Sharing Committee

The Data Sharing Committee's next conference call meeting is scheduled for Friday, April 18th. At this meeting, the discussion will include how GIS data is affected by copyright. The Committee will also review issues related to data sharing with local government, and discuss ways to increase communication between IGIC and local governments. Local data is seen as an important component of the IndianaMap project. The Committee's main tasks will focus on local GIS data requests, and how to promote data sharing in a way that is beneficial to all. Finally, the Committee will review its role in establishing the Statewide Data Integration Plan and determine what activities lie ahead.

Education & Outreach Committee

The Education Committee has been working on a number of initiatives since the last Board meeting. The Committee is actively engaged in planning IGIC's second Local Government GIS Coordinators Forum. This meeting will build on the success of the October 2007 event, and will be held at the Farm Bureau Building in Indianapolis from 10 am to 3 pm on September 26th. The Committee is also continuing to offer both traditional seminars and webinars on a near monthly basis. Participation in these events continues to grow. Plans include expanding the educational offerings by initiating a series of road shows over the next few months at locations around the State.

The Committee also has the following seminars scheduled:

Indiana's Historical Aerial Photography - April 17th, 1:30-2:30pm - WEBINAR
 Water, Water, Everywhere: Finding and Using Hydrology Data - May 16th, 1:00-3:30pm
 - Indiana State Library
 Mashable Maps: An Introduction to Web-Based Mapping with Google and Microsoft -
 July 14th, 1:30-2:30pm – WEBINAR

Finance Committee

The IGIC Finance Committee met jointly with the Executive Committee on Monday April 14th. The discussion centered on how IGIC can help increase participation and enrich the IndianaMap, assisting to coordinate external funding (local, State, Federal) and how the Geographic Information Officer (GIO) has taken on a large part of the IndianaMap responsibilities. IGIC's role remains with the IndianaMap coordination, advocacy, standards, networking and professional development, education and outreach. The GIO role fills the historic gaps of building the IndianaMap. IGIC can continue managing special projects.

Documentation of the activities of the organization, tasks, and responsibilities is in process. Jill Saligoe-Simmel, Jenny Dubeansky and Janet Tomlin are working on the documentation, and will plan on a due date of May for the Executive Committee Meeting. IGIC's Executive Committee will use this to evaluate staffing needs, and pass information on to the Finance Committee for budgeting purposes. The members also reviewed the Committee objectives of projecting the future operations budget; developing and pursuing strategies to maintain IGIC's operational budget, and; developing funding for the IndianaMap through the pursuance of grants, special projects, and potential sub-contracts from the GIO or other State agencies.

Indiana Board on Geographic Names

Bob Wilkinson, committee co-chair, provided naming convention standards and other materials to the Committee members for review and potential adoption. The Committee is currently considering these materials.

Boundaries-Cadastre-PLSS Workgroup

- Report Pending

Elevation-Geodetic Control Workgroup

The Elevation-Geodetic Control Workgroup and The Indiana Society of Professional Land Surveyors GPS-GIS Committee have met three times since the last IGIC Board Meeting (February 26th, March 18th, and April 15th). During those meetings the group welcomed new members, Kevin Johnson and Sean Suttles from Bernardin Lochmueller and Associates and summarized work on Height Modernization. The following documents have been developed by the Committee:

- A report outline to support height modernization
- A list of potential supports have been developed
- A draft of the first of two phases for the project

A document explaining how height modernization can be used to leverage the State's investment in the Indiana Department of Transportation (INDOT) Continuously Operating Reference Stations (CORS)

Orthophotography Workgroup

The Indiana Geological Survey (IGS) paid \$1,200 for the transfer of the NAIP 2007 orthophotography GeoTiff data from the Farm Service Agency (FSA). The IGS provided the imagery to University Information Technology Services (UITS) at Indiana University and the State's Image Server. UITS archived the imagery on IU's Indiana Spatial Data Portal for public download. UITS also created an ArcSDE raster layer and an ArcIMS mapping service. FSA's contractor did not provide 14 NAIP 2007 quarter quad images. Those areas in Lake, Marion and Martin Counties did not have digitized field boundaries and

were not required for the project. Those areas in Harrison, Switzerland, Wayne and Union Counties were on the edge of the state boundary. More information regarding the Indiana NAIP 2007 imagery is available at <http://www.indiana.edu/~gisdata/07naip.html>

Waters Workgroup

The Waters Workgroup is continuing its work toward updating the Waters Framework Data Plan. Several in the group participated in US Geological Survey (USGS) Training on Maintaining the National Hydrography Dataset. The training focused on repairing topology errors, and inconsistent naming issues. As a result of the training, fixes were made to several of the sub-regions, and USGS is working to verify and complete changes. A few sub-regions still need repairs. Further, long-term maintenance will involve repairing geographic and attribute errors.